



**Tennessee Army National Guard  
DUAL STATUS  
TECHNICIAN VACANCY  
Announcement Number  
07-218**



Office of the Adjutant General of Tennessee  
Human Resources Office (HRO)-Staffing  
Houston Barracks, 3041 Sidco Drive  
Nashville, TN 37204-1502

**OPENING DATE: 30 July 2007**  
**CLOSING DATE: 20 August 2007**  
**CLEARANCE: NACLC**

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**LOCATION**

AASF 3

**CITY**

Jackson

**STATE**

TN

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**POSITION TITLE**

Flight Operations Specialist

**PAY PLAN**

GS

**SERIES**

2102

**GRADE**

06/07/08

**PD NUMBER(S)**

09433-373308

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**APPOINTMENT TYPE**

WO/Enlisted

**SALARY RANGE (\$)**

GS-06 \$32,172 - \$41,823

GS-07 \$35,752 - \$46,478

GS-08 \$39,594 - \$51,475

**MILITARY COMPATIBILITY**

WO: Branch 15, MOS: 420A, 920B

ENL: CMF 15

**\*\*\*Developmental position – may be promoted without further competition\*\*\***

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**AREAS OF CONSIDERATION**

**FIRST:** Permanently employed Army technicians statewide.

**SECOND:** Qualified members of the Tennessee Army National Guard.

**THIRD:** Applicants eligible for membership in the TN Army National Guard.

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**PERMANENT CHANGE OF STATION: NOT AUTHORIZED**

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**INTRODUCTION, DUTIES, AND RESPONSIBILITIES**

**INTRODUCTION:** This position is located in an Army support Facility (AASF) or Army Aviation flight Activity (AAFA). Its purpose is to conduct preflight briefings for pilots and provide in-flight advisory services.

**DUTIES & RESPONSIBILITIES INCLUDE, BUT ARE NOT LIMITED TO :** (1) Conducts preflight pilot briefings in accordance with National Guard regulations and directives. (2) Processes extended and local clearances, including examination for conformance with flight rules and regulations. (3) Prepares, maintains and files records, charts, graphs, and reports allied to flight operations and flight training activities such as aircraft utilizations reports, aircrew information reports, individual flight records, notice to airmen (NOTAM) file and airfield data. (4) Maintains current file of aircraft flying regulations and navigational information such as radio facility cards, instrument approach procedure charts, aeronautical charts, Airman's information Manual (AIM), airport directory, location identifiers, ATC procedures manual and Army Flight Information Publications. (5) Supervises on-the-job training of unit flight operations personnel performing equivalent training or accomplishing a split unit training assembly at the facility. (6) Performs other duties as assigned.

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**REQUIRED SPECIALIZED EXPERIENCE**

GS-08 Must have 18 months experience in obtaining and interpreting information, organizing and developing clear and meaningful written communications; planning, directing, and supervising a transportation function; and working with transportation regulations.

GS-07 Must have 12 months experience compiling information, examining documents and preparing reports in transportation or traffic management.

GS-06 Must have 9 months experience in any area of transportation or traffic management.

Meeting the months of experience requirement will not by itself be accepted as proof of qualification. Quality, type, and scope of experience or education must be demonstrated to show that applicant is fully qualified to perform duties at the grade level announced.

**SUPPLEMENTAL INFORMATION: KSA's (Knowledge, Skill, & Ability)** Address the following factors in detail, giving dates of experience and in what position the experience was gained. This information is used only for ranking and rating and is additional information and not used for qualifying applicants. Resume must reflect applicable experience.

1. Ability to gather information, interpret rules, policies and regulations and communicate information in writing.
2. Knowledge of technical support work in areas of air transportation or traffic management.
3. Ability to plan, direct, and manage transportation functions.

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#### **SUBSTITUTION OF EDUCATION FOR EXPERIENCE**

NONE

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#### **REQUIRED CERTIFICATION**

NONE

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#### **SELECTIVE SERVICE STATEMENT**

Males born after 31 December 1959 must be registered with the selective service system to be employed by the federal government.

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#### **DEFINITION OF "DUAL STATUS" VERSUS "NON-DUAL STATUS"**

If marked "dual status", this position is in the excepted federal civil service under the authority of 32 U.S.C. 709 and is open to members of the Tennessee National Guard and persons who are eligible to become members of the Tennessee National Guard. This type of position is sometimes referred to as "excepted" and "military technician." Wear of the uniform after employment is mandatory.

If marked "non-dual status", this position is open to any person who meets the requirements for membership in the federal civil service. This type of position is also referred to as "competitive."

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#### **HOW TO APPLY**

Persons meeting the requirements or qualifications for this position must submit a complete application packet to the address listed in the "MAIL TO:" section of this announcement. The application packet must arrive in HRO no later than the close of business on the closing date indicated on this announcement.

**Application packet may also be emailed to [FulltimeEmployment@tn.ngb.army.mil](mailto:FulltimeEmployment@tn.ngb.army.mil)**

#### **THE APPLICATION PACKET**

Complete, assemble, sign and send the following:

- (1) A resume with the information requested on TNNG HRO Pamphlet 58, or an SF 171, or an OF 612, to include relevant military experience.
- (2) Military Qualification Information (ML 0183), DA Form 2-1, RIP or any other documentation that verifies military experience and education.
- (3) **All applicants** must complete form TN ASE 02 or on a separate sheet address the items listed in the SUPPLEMENTAL INFORMATION subsection in order to compete for rating and ranking of qualified applicants.
- (4) Applicable Certificates requested in the Certification Requirements section of this vacancy announcement.

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#### **APPLICATION EVALUATION**

Qualifications will be based solely upon information supplied in the application packet. (Described in depth, in the applicant's own words, and signed to verify accuracy.) Experience will be evaluated based upon relevance to the position for which the application is made. [Including job titles, starting and ending dates (DD/MM/YY), hours per week, duties, accomplishments, rewards, awards, employers' name and address, supervisor's name, and phone number, and if we may contact him/her]. If requesting qualifying credit for military experience, list experience, in detail, in narrative form on the resume.

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#### **MAIL TO:**

Human Resources Office (Staffing)  
Houston Barracks, 3041 Sidco Drive  
Nashville, TN 37204-1502

#### **POINTS OF CONTACT:**

Lt. Col. Ken Jones:	(615) 313-3031 or DSN 683-3031
1SG Jamie Clark:	(615) 313-3037 or DSN 683-3037
SMS Mary MacDonald	(615) 313-0647 or DSN 683-0647

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#### **EQUAL OPPORTUNITY STATEMENT**

The Tennessee National Guard is an Equal Employment Opportunity Employer. Soldiers and Airmen will not be assessed, classified, trained, promoted, or otherwise managed on the basis of race, color, religion, age, gender, national origin, reprisal, or non-disqualifying handicap. Discrimination due to age or disability are prohibited where not a factor of employment due to the military nature of the position. 29 CFR PART 1614. Discrimination due to gender is prohibited except as the direct combat probability coding policy applies to women.